

## **MINUTES OF THE MILFORD BOARD OF SELECTMEN MEETING**

9 August 2004

**PRESENT:** Cynthia A. Herman, Chairman  
Gary L. Daniels, Vice Chairman  
Noreen A. O'Connell, Member  
Leonard D. Mannino, Member  
Darlene J. Bouffard, Recording Secretary

**EXCUSED:** Lawrence D. Pickett, Member  
Katherine E.L. Chambers, Town Administrator

**1. CALL TO ORDER:** Chairman Herman called the meeting to order at 3:00 p.m.

**2. MINUTES:** The minutes of the June 30, 2004 meeting were presented to Chairman Herman for review. Chairman Herman requested a change on page 1, line 39 to replace the statement "What is the staff's perception and how is it that it was the reality" to read instead "How is that possible," and to line 46 replace the words "Mannino is home" to read "Mannino's home". Vice Chairman Daniels moved to accept the minutes as amended. Selectman O'Connell seconded. All were in favor.

The minutes of the July 19, 2004 meeting were presented to Chairman Herman for review. A sentence was added to the end of the text to read, "None of the Department Heads stated any dissatisfaction with communication flow and all supported the process." Vice Chairman Daniels moved approve the minutes as amended. Selectman O'Connell seconded. All were in favor.

The minutes of the July 28, 2004 meeting were presented to Chairman Herman for review. Vice Chairman Daniels moved to accept the minutes. Selectman O'Connell seconded. All were in favor.

### **3. REPORTS OF BOARDS & SPECIAL COMMITTEES:**

**-Alternate Fiscal Year Committee.** There is nothing new to report.

**-Ambulance Billing Write-Off Committee.** There is nothing new to report.

**-Ambulance Study Committee.** There is nothing new to report.

**-Board of Selectman Goals.** There is nothing new to report.

**-Conservation Commission.** There is nothing new to report.

**-DO-IT Committee.** There is nothing new to report.

**-Facilities Committee.** There is nothing new to report.

**-Fletcher Cap Committee.** There is nothing new to report.

**-Government Study Committee.** There is nothing new to report.

**-Heritage Commission.** There is nothing new to report.

**-Impact Fee Committee.** There is nothing new to report.

**-Joint Loss Management Committee.** There is nothing new to report.

**-Library Trustees.** There is nothing new to report.

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- MACC Base.** There is nothing new to report.
- Manifest.** There is nothing new to report.
- MIDC.** There is nothing new to report.
- NH School Health Care.** There is nothing new to report.
- NRPC.** A meeting will be held September 1; agenda and packet will be forthcoming.
- PEG Access Committee.** There is nothing new to report.
- Personnel Committee.** There is nothing new to report.
- Planning Board.** There is nothing new to report.
- Police Station Building Committee.** See appointment at 8 p.m. for update information.
- Recreation Commission.** There is nothing new to report.
- Recycling Committee.** There is nothing new to report.
- Regional Water District.** There is nothing new to report.
- School Board.** There is nothing new to report.
- Solid Waste Committee.** There is nothing new to report.
- Volunteer Program.** There is nothing new to report.
- Water/Sewer District Committee.** There is nothing new to report.
- Zoning Board.** There is nothing new to report.

There were no other reports for this evening.

### 4. APPOINTMENTS:

**3:00 p.m. - Non-Public Session - Negotiations.** Rose Evans-Finance Director, Rich Fortin-Police Captain and Fred Douglas-Police Chief, were in attendance to discuss negotiations with the Board. Vice Chairman Daniels moved to enter into non-public session at 3:00 p.m. Selectman O'Connell seconded. All members were polled individually and assented to enter into non-public session. After discussion, Vice Chairman Daniels moved to come out of non-public session at 5:27 p.m. Selectman Mannino seconded. All were in favor. No announcements were made.

**5:45 p.m. - Beaver Brook Request for Property Tax Exemption.** Cliff Simmonds-Beaver Brook Director, Tom Hildreth-Beaver Brook Board member and Greg Heyn-Town Assessor were in attendance for this discussion. Chairman Herman explained the recommendation from Greg Heyn is to deny the request for property tax exemption. Greg Heyn went on to explain his reasons for recommending denial, the biggest concern being the utilization of the buildings on the property. Mr. Heyn did appreciate the response from Mr. Simmonds, but by the law, he has concern about the use of the buildings for education. Some of the buildings are planned to be used in the future and some of the other buildings are a concern. The law is pretty clear that the buildings need to be used for education. Mr. Heyn has a problem with exempting the buildings. There is a caretaker living on the property and that presents a problem because it is a residence. The application for exemption was for the land and the buildings. Tom Hildreth indicated they have relied on a case in Wolfeboro which found in favor of the facility. There is a period of transition right now to more fully use the facilities. In Wolfeboro the land was exempted while it was in holding for the future use of building a school. There is a lot of maintenance that needs to be done and the caretaker is just to prevent vandalism. The staff is in process of renovating and restoring the buildings. Chairman Herman relies on Greg Heyn's assess-

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ment of the court documents and she is not comfortable using one case against another to make the final determination on this. Beaver Brook is established as a non-profit organization and for education, and the regulations would state that the parts of the property used for education directly can be exempted. Greg Heyn explained that because of the maintenance required for the buildings and the caretaker living there, he has trouble accepting the buildings as being used for "education". The building has to be directly utilized by the institution that is seeking the exemption. The way the building is right now the Town can assess the building for up to \$150,000 but the rest of the property would be exempt.

Selectman O'Connell moved to table because she believes that some of the statements made have referred to a committee that has been formed to help preserve the buildings to start a community service farm. There is a meeting of this group on Wednesday. There is one more meeting that could determine whether it would come under the umbrella of the Milford group to preserve the property. If at that meeting things do not come through, that group may make other possible scenarios come forward. Vice Chairman Daniels seconded for discussion. Chairman Herman asked for specific numbers from Greg Heyn regarding if the taxation can be broken out for an alternative tax structure. Greg Heyn said he could pull that information together and provide it in letter format, providing copies to Beaver Brook as well, to keep everyone up to date. All were in favor of the motion.

**6:00 p.m. - Interview of Planning Board Candidate.** Holleigh Tlapa was initially interested in this position about 9 months ago when she became the sole member of another committee, and then was referred to the Planning Board meetings, which she began to attend. She has a business degree and is a stay at home mom. Holleigh thinks the Planning Board could use some new blood. Vice Chairman Daniels asked where she sees the Town in 20 years. Holleigh responded that she would not like to see many more Badger Hill developments and would like to get more industry in town, which would help the taxes to become more established. Previously, Holleigh lived in Londonderry, which has now become equal in taxation with the rest of the State and she would like that to come about in Milford. She would like to see less growth in multiple family homes and apartments. Selectman Mannino asked if Holleigh supports growth of small business in the community. Holleigh does support that, but Milford needs more business to sustain the growth in Town. Vice Chairman Daniels moved to accept Holleigh Tlapa as a Planning Board member. Selectman O'Connell seconded. All were in favor.

**6:15 p.m. - Review of 2003 Town Audited Financial Statements.** Rose Evans-Finance Director, and Dave Clukay-Auditor, asked Board of Selectmen members if there were any questions on the audit provided. Chairman Herman requested an explanation of the estimates and abatement exposure and how that impacts the tax structure. Dave Clukay responded that is an estimate of uncollected taxes. The estimate is the amount of uncollected taxes the town can expect - a bad debt account. It is just a cushion for taxes that do not come in. There were no further questions from the Board. Dave Clukay indicated the financial statements were given to the Town and nothing was found that needed to be discussed with the Board of Selectmen. Everything was done really well and he is pleased with the accounting in the Town of Milford - it is about the best that he has seen. Board members thanked Rose Evans for a job well done.

**6:30 p.m. - Civic Media Corp - Recycling/Advertising Partnership.** Ryan Hansen and Jocelyn O'Quinn were in attendance to review the agreement between the Town of Milford and Civic Media Corp for billboards and newsletter mailings. Ryan Hansen explained that he needs lead time and that is why 30 days was in the agreement, but agreed to change that to 20 days. The billboard will actually have two pieces of vinyl - one for the Town portion, and one that will be an advertisement. Selectman O'Connell asked if the signs will be on the top and bottom or side by side. Ryan Hansen said originally it was agreed it would be side by side, but there is a tree that will obscure the sign, so in the agreement it now states top and bottom. Mr. Hansen indicated they can place the signs either way. Selectman O'Connell wants Civic Media Corp to stay within the ordinance, and said she will walk with Ryan Hansen to see about the tree. Chairman Herman noted that the Board is concerned with the use of bright colors and would like to keep the advertising with only the logo and company name but not if color comes into it. Selectman O'Connell wants to keep the image of the Town intact; if Milford allows brand names on Town property, it is opening up a can of worms and would set a precedent. Selectman O'Connell does not want logos to take over the Town. The sign is to inform the public and the job of Civic Media Corp is to help the Town find a way to pay for that, but not to have national logos. Selectman O'Connell does not feel it is appropriate for national logos to be placed on Town property. Selectman Mannino did not agree with Selectman O'Connell's position because he sees this as an opportunity to educate the public on information and in order to do that, Civic Media Corp has seen an opportunity to accept that and bring recognition to local businesses that provide jobs. The sign is going at the Recycling Center, not all over Town. Ryan Hansen sees two separate issues - the national logo and the use of color. Selectman O'Connell feels the Town

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needs to be consistent; she is concerned with setting a precedent. There are other areas in Town looking to raise money and there will end up being all kinds of visual clutter. Selectman O'Connell sees it as destroying the image of the Town. She is not anti-advertising or anti-business; she does not feel it is appropriate to "brand" Town property. Mr. Hansen's concern is that a lot of advertisers are not going to want their logo in black and white. Because the language of the agreement was discussed only with Chairman Herman, Selectman O'Connell and Town Administrator Chambers, Chairman Herman suggested tabling this discussion until later. Selectman O'Connell asked what the term of the agreement is. Chairman Herman said it is for one year. Vice Chairman Daniels moved to table until later this evening. Selectman O'Connell seconded. All were in favor.

Later in the evening, Ryan Hansen again joined the Board of Selectmen to discuss the agreement further. Selectman O'Connell again stated her concern with corporate branding on Town property, which Selectman Mannino disagreed with. Then there is the question of toning down the billboard by using only black and white. What does the Board of Selectmen want to do? Color is an option and is a marketing tool to sell the advertising - the goal for the Board of Selectmen is to communicate with the public. On page 6, Selectman O'Connell requested to change the verbiage to read " . . . all the obligations . . ." to make the language more clear. Vice Chairman Daniels spoke to Selectman O'Connell's concerns and feels the reality is there are different businesses in Town that have unique signs and to see those same signs at the Recycling Center makes a connection with the local community, but part of advertising is the color. He believes it will be very difficult to get advertising by using just black and white. Chairman Herman is thinking that if the agreement is written using "sponsors" instead of brand name type advertising, it could be more of a business card instead of a "brand" recognition, similar to placemats at local restaurants. With what is being taken away from the advertising, Ryan Hansen said he will need to lower the cost so he has to sell twice as many signs.

Selectman O'Connell is not opposed to color in the newsletter. However, she does not see the image of Milford being one with brand name corporations all over Town. Selectman O'Connell does not feel it is appropriate to have national brands on Town property. Ryan Hansen asked if Talarico wants to advertise, could they use color? Selectman O'Connell does not want the Chevrolet logo to be up there - the big corporations have other ways of advertising. It is not the advertisement, it is taking away from the character of the Town and making it generic. Chairman Herman asked Mr. Hansen if the business plan of Civic Media is to market to large corporations? Ryan Hansen's first thought was to find companies that have an interest in the Town. The plan is to get the mailing list of the Chamber of Commerce for the Souhegan Valley. The sign is going to be at the Recycling Center, and Selectman Mannino does not see it detracting from the things people could be looking at. Selectman O'Connell expressed that it is the precedent that will be set, and other advertisers could decide they want to do it as well. The Town could end up having so much visual clutter that it ends up being an extension of Nashua. Vice Chairman Daniels added that this agreement does not put things up all over the road, he does not have as big of a problem as Selectman O'Connell. Vice Chairman Daniels thinks the advertising can be controlled. If the advertising is limited to local sponsors, Selectman Mannino feels it is very limiting - there are also a lot of businesses around Milford who have employees that live in Town. Ryan Hansen clarified he sees three problems that are separate: local businesses, branding (national corporations) and use of color. Chairman Herman asked if McDonald's wants to buy the whole space, what happens? Ryan Hansen said that is the intent, to have one business buy the whole advertising space and the Town has the other space. Vice Chairman Daniels indicated some smaller companies may be interested in advertising but do not have the budget for a large sign. One sponsor for half of the sign is the goal of Civic Media, said Chairman Herman, because then the sign won't have to continue being changed.

Selectman O'Connell suggested the smaller advertisers could also use the newsletter, which will be received by a captive audience. Chairman Herman asked if the Board members agree with Civic Media using the Souhegan Valley Chamber of Commerce to identify local businesses. Selectman Mannino asked if the list of businesses could include all business within Hillsborough County. Selectman O'Connell thought that would be too big of an area. Vice Chairman Daniels asked if the Souhegan Valley Chamber of Commerce is a big enough area for Mr. Hansen. Ryan Hansen said he feels it is big enough. So for the sign only, the SVCC will be used to identify businesses within its zip codes, but not limited to its members, said Vice Chairman Daniels? Ryan Hansen said he will include all the zip codes served by the SVCC. Chairman Herman indicated that any business could advertise in the newsletter. Ryan Hansen added that no political advertisements will be used. Civic Media will use the SVCC mailing list to identify a business to advertise on the sign at the Recycling Center for one year. Selectman O'Connell said she will concede with color on the sign, but not with national brand name companies. Vice Chairman Daniels moved to remove the section in the agreement that stated "All advertising shall conform to the color and typeset specifications of the Town of Milford Logo. No exceptions shall be made for branding requirements." Selectman Mannino seconded. Selectman O'Connell was opposed, Chairman Herman in favor. Motion passed 3-1. If that paragraph is removed, Chair-

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man Herman noted it will take away the Town's ability to keep the brand name. Selectman O'Connell noted she is not against the concept of the sign, she is against the brand names. Chairman Herman suggested finding out from residents who they would like to see advertised at the Recycling Center. Ryan Hansen will make the changes to the agreement, as discussed and send it over to Dawn Griska, then Bill Drescher will take a look at it one last time. At the next meeting the full Board will be here to vote.

**6:45 p.m. - MCAA Request for a Parking Lot Permit for North River Road.** Bill McKinney and Dino Pioli were in attendance to discuss getting a conditional approval from the Board of Selectmen to proceed with the North River Road parking improvements. Bill McKinney continued that one of the abutters is interested in helping out with this and he feels that is very important. Chairman Herman confirmed that the project will not begin until the State approval is received and asked specifically what will be done. Bill McKinney said some excavation may begin prior to the State approval and that the extra driveway is going in and there will be parking across the front of the site and a fence will be added. This year, a temporary fence will be put up. When it was measured out, 79 spaces were found, but Bill McKinney believes 90 cars can park there. Bill McKinney would not like to be held to the 79 spaces. Chairman Herman asked if this is going before the Planning Board. Selectman O'Connell said it is. Chairman Herman said the Planning Board will hold MCAA to the numbers in the plan. Any approval will be contingent upon all the other Boards that need to review this. Vice Chairman Daniels asked if there is anything lost if this waits until August 23. Bill McKinney said it would be okay to wait, but they could start excavating the loam. Vice Chairman Daniels asked why the excavation can't wait until the Board of Selectmen meeting August 23, when this will be discussed again. Bill McKinney would like to start this process, but he can wait until August 23 if the Board wishes. He would like to park cars in this area this fall. Selectman Mannino agreed with Vice Chairman Daniels as far as waiting until August 23. Chairman Herman was impressed with how well organized this project is going. Vice Chairman Daniels moved to table this discussion until August 23. Selectman O'Connell seconded. All were in favor.

**7:00 p.m. - GIS Program Proposal.** Bill Parker, Planning Director and Lincoln Daley, Assistant Planning Director provided a presentation to the Board on a Geographic Information System (GIS) for the Town of Milford. Bill Parker explained that for the past few years, Milford has tried to get something started for the Town and get money pulled together. This year, rather than ask for \$100,000 from the taxpayers, Bill Parker and Lincoln Daley figured they could start it in smaller increments. When Lincoln Daley was hired, it was made part of his job description to get something started with GIS, and the Planning Department has been trying to utilize this in some areas. Lincoln Daley thanked the Board for their time and provided a breakdown of what GIS is and how information is looked at along with the value of GIS. After the presentation, Vice Chairman Daniels asked how this would be sold to the taxpayers. Lincoln Daley explained that GIS provides a service to the Town. It saves time and is more convenient for people. Vice Chairman Daniels asked if GIS would reduce taxes. Lincoln Daley answered that GIS would reduce taxes over time. It takes 3 years to create, but it will save money; how much and when that will happen is different for each town. The towns that have put this in have praised its use and its efficiencies. Vice Chairman Daniels asked if the budget for the Planning Department would go down. Lincoln Daley said there will not be a reduction in the department budget, but there will be an avoidance of cost by not having to use consultants. Bill Parker noted that the GIS system will save employee time and therefore money. As far as needing additional employees, Bill Parker sees a way to share people or functions in town. Selectman O'Connell wondered if this is a GIS department or would this be in Planning? Lincoln Daley indicated that in Lebanon, they have used GIS about 10 years now and they just hired a person a year ago that handles half GIS and half Planning. They are seeing the needs and requests grow so that person is transitioning into a full time GIS person, but that is after 10 years. Chairman Herman asked if the Board could have a copy of the presentation, to which Lincoln Daley responded he would get copies to them. Bill Parker noted this was just for information tonight, to see if the Board of Selectmen would support GIS. This was something the Town wanted to pursue and if the Town goes forward, it will need to go in as a Warrant Article. The bottom line, said Chairman Herman, is the numbers projected out and the impact. The rest will be left to the budget process.

**7:45 p.m. - Discussion of Encroachment on Town Land/Rail-Trail Property.** It has come to the attention of the Conservation Commission that a post and beam barn structure being constructed on Lot 52-14 may be partially on Town owned land that abuts this property. Diane Fitzpatrick has spoken to the owner's attorney, and the owner needs to have a surveyor look at the property. The rail-trail runs the entire length of this property, and a lot line adjustment could be done in trade of a public access easement on the back of the property owner's land. Selectman O'Connell asked if there will be livestock in this barn. Diane Fitzpatrick said there will not be livestock. Until it is determined how far onto the trail the barn is, nothing can be done. Kevin Lynch explained the building permit came



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in with one measurement and the owner used another measurement. The deed indicates the landowner owns the property down to the railroad property, so the landowner measured from the trail, which is not actually the railroad property line. Vice Chairman Daniels would be concerned with setting a precedent if the lot line is moved. Selectman O'Connell agreed with Vice Chairman Daniels. Selectman O'Connell asked if the foundation was put on the old slab that had a permit. Kevin Lynch said it was put on the old slab, but was also made larger. So the mistake was made when the first slab was done, asked Selectman O'Connell. Kevin Lynch said that is correct, about 15 years ago the mistake was made. Selectman O'Connell would be inclined to go along with the easement. Selectman Mannino asked if the Town is sure the barn is on Town property? Diane Fitzpatrick believes the barn is significantly on Town property. Vice Chairman Daniels moved to table until more information is available. Selectman Mannino seconded for discussion. Selectman O'Connell asked if Diane could bring back language regarding the easement, as well as further lot line information. Chairman Herman wants to know if the barn is a couple of feet over the line, or if half the barn is over the line. Kevin Lynch said if it is a lot line adjustment, it is not a problem to keep the building on this person's land, but the landowner is proposing to give the Town two acres in the back that can be used for whatever purpose. Diane Fitzpatrick needs to find out about current use on this property and taxation. All were in favor of the motion.

**8:00 p.m. - Police Facility Building Committee - Request for Owner Representative.** Joe Stella, Chairman of the Police Facility Building Committee, introduced Gary Goudreau the architect chosen for the police station, who attended this evening to answer any questions from the Board. Joe Stella indicated that Gary is approved as the architect, but nothing is in writing that guarantees he is working with the Town. Chairman Herman asked if he is encountering any problems. Joe Stella responded that they have met with Town Administrator Chambers and Bill Drescher to discuss the contract, and Gary Goudreau has a few issues with the language. The contract was supposed to have been signed by July 19. Gary Goudreau said there is only one problem left to work out and it is just a matter of law. Chairman Herman asked if a letter of intent would be sufficient at this point, then Gary can go forward and hire subcontractors. Vice Chairman Daniels suggested it sounds like the contract could be signed tomorrow. Joe Stella responded that it needs to go through Bill Drescher and Town Administrator Chambers needs to be involved, and she is on vacation for two weeks. Chairman Herman asked if the two weeks is time critical. Gary Goudreau indicated the more the start date gets pushed off, the more the end date gets pushed off. Vice Chairman Daniels asked how long the committee will continue to make changes. Joe Stella replied it is just finish work. Vice Chairman Daniels moved to have the Board of Selectmen produce a letter of intent to hire Gary Goudreau as the architect for the police station. Selectman O'Connell seconded for discussion. Chairman Herman said a letter needs to be drafted in order to get it typed up and then she can sign off. Gary and Joe said they will get a standard letter for her to mark up. All were in favor. Chairman Herman also reminded the Board that an owner representative needs to be assigned to sign off on things between Board of Selectmen meetings, which should be the Chairman, who signs on behalf of the Board. Vice Chairman Daniels moved to have the Board of Selectmen Chairman sign the letter of intent and to be the owner representative for the duration of the police facility building project. Selectman O'Connell seconded. All were in favor.

Joe Stella provided an update on the police facility, and stated the committee got the land survey back for the Garden Street property, and there are some easements that will be needed. Also, the letters of intent were sent out to construction companies. There was a meeting held last Thursday during which it was narrowed to four firms with interviews starting August 18 and within one week the committee will make the decision. This Thursday the committee will review RFPs for geographical technical services. Chairman Herman asked if the entire Garden Street footprint will be removed, leaving a big hole? Joe Stella does not know how that will be handled yet, but there should be some granite and brick left from the school to use on the police facility. The old Odd Fellows eagle will be in the new police station. The interviews for the construction firms will be held August 18 at 6 p.m. and 7:30 p.m. and August 19 at 6 p.m. and 7:30 p.m. at the Chappell building.

### 5. UNFINISHED BUSINESS:

**-Fire Alarm System.** Chairman Herman did not get a chance to meet with Chief Pauley about the proposed fire alarm system, but she did speak with Nelson Taylor, MACC Director. The alarm system changes that are being requested stand to streamline the process for MACC Base so there is nothing that is being discussed that caused a problem with MACC. Nelson Taylor indicated to Chairman Herman that the change is in keeping with operational plans so it is a good thing. Chairman Herman asked Chief Pauley if the digital system is put in, could Honeywell replace the broken equipment or if not, could they pay a fee to the Town to handle the broken equipment. Chief

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Pauley has not spoken to Honeywell about it, but it is his sense that units should come out because of the age of them and the problems that have been experienced. As the Town goes forward with the upgrade, Honeywell would probably not move their alarms to the Town system because that takes away their business. In talking with businesses and property owners, Chief Pauley has found a lot of them expressing an interest in moving to the digital system (coming off of the Honeywell system and going digital). Chairman Herman asked if those businesses would need to change their system to be able to work with the new system. Chief Pauley said they would not need to change anything. Chairman Herman asked if the Fire Department would only get the annual fee for having the system in place and the Town would actually save the businesses money. Chief Pauley said that is correct. Chairman Herman asked if people pay a fee to the Town to be hooked up to the system and then also pay a monitoring fee. Chief Pauley said there is only one fee. The fees are established by the Board of Selectmen on recommendation by the Fire Department. Chairman Herman asked if the Chief anticipates the system can handle the build out over the next few years with growth in Town. Chief Pauley indicated the new system should handle the next 20 years of growth. Selectman Mannino asked when Chief Pauley expects to come to the Board of Selectmen to review fees. Chief Pauley said the fees are reviewed every year and he expects to come in early next year to review them.

Selectman O'Connell moved to accept the recommendation of Chief Pauley to upgrade the fire alarm system. Selectman Mannino seconded for discussion. Selectman Mannino asked if the motion needs to be specific as to the amount of money. Chief Pauley explained there is currently \$55,000 in the account and the request is for a lease option over four years, which will not deplete the account, but will be 4 equal payments, and there is no tax impact. All were in favor of the motion.

**-Implementation of Town Wrecker Rotation Policy.** After a few minor corrections to the final General Towing Company Standards policy were made, which will be forwarded to Dawn Griska for editing, Vice Chairman Daniels moved to accept the policy as amended. Selectman Mannino seconded for discussion. Chairman Herman noted that the Board needs to set an implementation timeline for this and notify current tow companies of the changes and timeline. All members agreed to make the new policy effective January 1, 2005 and to have the information provided to tow companies by December 1, 2004. All were in favor of the motion.

**-Presentation of Volunteer Program.** Selectman O'Connell moved to table. Vice Chairman Daniels seconded. All were in favor.

**-Board of Selectman Newsletter.** The newsletter is ready to mail tomorrow and will be sent to all residents and Town PO Boxes.

**-NH Municipal Association (NHMA) Policy Conference - Selection of Delegate & Policy Position.** Selectman O'Connell was nominated as the Board of Selectmen delegate for the conference. Selectman O'Connell indicated perhaps there may be a minority and majority report on some of the issues to be discussed, since not all Board members agree on the discussions. Selectman Mannino moved to accept Selectman O'Connell as the delegate. Vice Chairman Daniels seconded. All were in favor. All members agreed to provide comments and input on the conference topics to Selectman O'Connell prior to the meeting in September.

**-Consideration of State Motor Vehicle Registration - MAPP & COMPASS.** This is on hold until October.

**-Lease Agreement with US Cellular Discussion.** Awaiting final agreement.

**-Recommendations for Traffic Safety Concerns - Dearborn, Elm, Ruonala & Middle Streets.** Awaiting Traffic Safety Committee recommendations.

**-Nashua Street Traffic Study.** Awaiting Traffic Safety Committee recommendation.

**-Fire Department Staffing Concerns & Insurance Services Office (ISO) Evaluation.** Awaiting August 23 appointment.

**-Street Lighting Concerns.** A public forum is scheduled for August 30, 2004 at the Town Hall Auditorium. Vice Chairman Daniels asked if the Board should have an explanation of why the lights were recommended for removal, such as four out of four lights on Dearborn Street. Selectman O'Connell said the woman who wrote the letter for the Town will be at the meeting and can answer questions. Vice Chairman Daniels is looking for whoever made the

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decision to remove any of the lights throughout the Town, and have them speak to the public about why those decisions were made. Town Administrator Chambers, Rich Fortin, Carl Somero and PSNH were all involved in that decision. Chairman Herman feels PSNH should explain first the reasons why the Town was making the change (to the lights) then whoever made the final decision to remove lights could speak to that.

**-Tax Collector/Town Clerk Reorganization Proposal.** Awaiting Budget.

**-Perambulation of Town Boundaries with Town of Mason.** Awaiting response from the Town of Mason.

**-Consideration of Discretionary Preservation Easement Application.** Milford is still awaiting information from the applicant on this, and Selectman O'Connell has driven by the property. The applicant has already put in two apartments with skylights, which takes away from the historical aspects of the building. Vice Chairman Daniels moved to deny the preservation easement based on the lack of timely receipt of requested information. Selectman Mannino seconded. All were in favor.

**-Telephone Pole Licenses.** Awaiting proposal.

**-Status of Osgood Pond.** Ongoing project.

### 6.NEW BUSINESS.

**-Set Budget Meeting Date(s) with Department Heads.** Two days are required to meet with Department Heads for their budget presentations. This needs to be done by the second week of September. Selectman O'Connell asked if the Board can do all the departments in one day, sometime during the week. Chairman Herman indicated the meetings would need to start early and go pretty late, since there are 14 departments and each one takes about an hour. It was agreed that August 25, 2004, starting at 7 a.m. and continuing all day, the Board of Selectmen would meet with each department to review the budget.

**-Request for Release of Securities (Map 4, Lots 31-5, 31-6 and 43; Map 13, Lot 12-3 and Map 40, Lot 104).** Bill Parker has requested the release of securities for the following, which were unanimously approved as follows:

Selectman O'Connell moved to approve the release of securities for Map 4, lots 31-5, 31-6 and 43 in the amount of \$5,000 plus interest. Vice Chairman Daniels seconded. All were in favor.

Selectman O'Connell moved to approve the release of securities for Map 13, Lot 12-3 in the amount of \$10,000 plus interest. Vice Chairman Daniels seconded. All were in favor.

Selectman O'Connell moved to approve the release of securities for Map 40, Lot 104 in the amount of \$130,625.70 plus interest. Vice Chairman Daniels seconded. All were in favor.

**-Execution of Water & Sewer Users Fees for the Month of August 2004 and Final July 2004.** The Water User and Sewer User fees for the month of August 2004 and the July 2004 final bills were unanimously approved on motion made by Vice Chairman Daniels and seconded by Selectman O'Connell as follows:

Water Users Fees:	August 2004	\$ 64,244.18
	July 2004 Final	\$ 542.40
Sewer Users Fees:	August 2004	\$106,227.15
	July 2004 Final	\$ 461.88

**-Invitation to the Board to Participate in a Reading of the Declaration of Independence.** The Cabinet Press, Inc. has invited the Board of Selectmen to participate in a reading of the Declaration of Independence on the Milford Oval on July 4, 2005. This request was taken under advisement.



## MINUTES OF BOARD OF SELECTMEN MEETING - 8/9/2004

**-Request for Special Assessment.** Greg Heyn, Assessor, has recommended approval of a request for special assessment for the 2004 tax year for a residence located in an Industrial or Commercial zone. Vice Chairman Daniels moved to grant the request. Selectman O'Connell seconded. All were in favor.

**-Finalization of Charitable Property Tax Abatement.** A motion was made by Vice Chairman Daniels to approve the property tax abatement for the Colonial Hills Baptist Church in the amount of \$4,053.21 for the second half of 2003. Selectman O'Connell seconded. Selectman Mannino was in favor, Chairman Herman was opposed. Motion passed 3-1.

**-Acceptance of Timber Tax Levy (1).** Vice Chairman Daniels moved to approve the acceptance by Peggy Langell, Collector of Taxes, of Timber Tax Levies in the amount of: \$1,477.81. Selectman O'Connell seconded. All were in favor.

**-Request to Sell Raffle Tickets.** A request was received from Maria Gray to sell raffle tickets at the Recycling Center on August 12, 4-8 p.m. and August 14 from 8 a.m. to 1 p.m. to raise funds for the MS Challenge Walk in September. Vice Chairman Daniels moved to approve the request. Selectman Mannino seconded. All were in favor.

**-Non-Public Session - Personnel.** Upon motion made by Vice Chairman Daniels and seconded by Selectman Mannino, all members assented to enter into non-public session at 9:45 p.m. to discuss a Personnel issue. A motion was made by Vice Chairman Daniels and seconded by Selectman O'Connell to come out of non-public session at 10:00 p.m. No announcements were made.

### 7. ITEMS NOT ON THE AGENDA.

**-PUC Hearing.** Chairman Herman sent a letter to Steven Williams of NRPC regarding the PUC hearing between Nashua and Pennichuck on July 28. The letter was written because Steve took a position to the PUC that it is supporting Nashua in the procurement. NRPC filed as interveners to get access to the information and instead, during the hearing Steve Williams stood up and took a position of support for Nashua. Chairman Herman asked him at the time about the appropriateness of that action. Bill Drescher agrees that because Steve represented NRPC, he should not have taken a position. NRPC, who represents all of the different communities, should not have taken a position for one of the communities. Chairman Herman requested Board of Selectmen members to review the letter and provide input. All members concurred with the content of the letter.

### 8. INFORMATION ITEMS.

### 9. ANNOUNCEMENTS.

**-Next BOS Meeting.** The next regular meeting of the Board of Selectmen will be Monday, 23 August 2004, at 5:30 p.m.

There being no further business to come before this Meeting, the Board adjourned at 10:15 p.m.

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Chairman

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Vice Chairman

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